

PRESCOTT UNIFIED SCHOOL DISTRICT
District Office - Board Room, 300 East Gurley Street, Prescott, Arizona

GOVERNING BOARD
REGULAR MEETING
5:00 PM
MAY 5, 2020

Members of the Governing Board will attend either in person or by telephone conference call.

The Governing Board may consider any item on this agenda in any order and at any time during the meeting.

Copies of agendas and supplementary documentation relative to public meetings are available from the Superintendent's Office during normal work hours 24 hours prior to meeting and on the evening of the meeting.

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the Superintendent's Office at (928) 445-5400. Requests should be made as early as possible to arrange the accommodation.



Mission Statement

- P**roviding extraordinary opportunities through a variety of programs and challenging curriculum.
- U**niting the PUSD family of students, staff, and community members through positive relationships.
- S**upporting exceptional staff through on-going individualized professional development.
- D**eveloping a highly educated, civic-minded, and productive community, one student at a time.

Vision Statement

Prescott Unified School District educates students to be confident, lifelong-learners prepared to achieve their full potential in a complex, interconnected world.

AGENDA

This Meeting can be viewed via live stream using the following link:

<https://www.youtube.com/c/BadgerMedia/live>

1. **STRATEGIC PLAN COLOR KEY:**

STUDENT ACHIEVEMENT

CULTURE

COMMUNITY AND STAKEHOLDER RELATIONSHIPS

ENROLLMENT

RESOURCE ACCOUNTABILITY

2. **CALL TO ORDER** - President Scott Hicks

3. **OPENING CEREMONY**

A. Welcome - President Scott Hicks

B. Pledge of Allegiance

4. **APPROVAL OF AGENDA** - President Scott Hicks

5. **APPROVAL OF MINUTES**

A. Consider approving the minutes from the Governing Board Regular Study and Voting Session of April 7, 2020, as presented.

RELEVANT INFORMATION:

Board policy requires approval of minutes.

Presenter: Mr. Joseph W. Howard, Superintendent

6. **PRESENTATIONS**

A. Recognition of Miss Madison Jackson, Student Representative

Presenter: Mr. Joseph W. Howard, Superintendent

B. Prescott High School Data Presentation

Presenter: Mr. Mark Goligoski, PHS Principal

C. Instructional Minute

Presenter: Mrs. Kelli Bradstreet, Director of Instructional Support

7. INFORMATION ONLY ITEMS

A. Summary of Current Events

1. Superintendent
 - a. May, 2020 PUSD Calendar of Events
 1. www.prescottschools.com/calendars
2. Governing Board Members

8. ACTION ITEMS

- A. **CONSENT AGENDA** - *All those items listed below may be enacted by one motion and approved as Consent Agenda items with or without discussion. However, any item may be removed from the Consent Agenda and considered separately if a Governing Board member so requests.*

The resolutions included in the Consent Agenda have been posted in order to waive the reading of the body of the resolutions.

Consider approving the Consent Agenda as presented.

1. Consider approving the certified and classified personnel actions as presented.

RELEVANT INFORMATION:

A copy of the personnel report is attached for review.

Presenter: Mrs. Christa Simmons, Director of Human Resources

2. Consider approving the donations as presented.

RELEVANT INFORMATION:

Board policy requires acceptance by the Governing Board of all donations.

Presenter: Mr. Brian Moore, Chief Financial Officer

3. Consider ratifying the vouchers as presented.

RELEVANT INFORMATION:

Arizona Revised Statutes requires approval/ratification of all vouchers.

Presenter: Mr. Brian Moore, Chief Financial Officer

4. Consider approving the Student Activities Fund Statement of Receipts and Disbursements for April, 2020, as presented

RELEVANT INFORMATION:

Please see the attached reports.

Presenter: Mr. Brian Moore, Chief Financial Officer

5. Consider approving RFP #16-23-21 for Southwest Foodservice Excellence as the district's food service management company for the 2020-2021 school year, as presented.

RELEVANT INFORMATION:

The Governing Board is asked to renew the award for Outsources FSMC Cost Reimbursable. This will be year five of five possible years. This contract allows the District to have access to outsourced food services. R7-2-1003.58 allows for renewals of multiterm solicitations.

Recommendations that the renewal of the award for Outsourced Food Service goes to:

Southwest Foodservice Excellence.

Presenter: Mr. Brian Moore, Chief Financial Officer

6. Consider approving RFP 17-30-23 for Leased Wide Area Network for the 2020-2021 school year, as presented.

The Governing Board is asked to renew the award for Leased Wide Area Network. This will be year 3 of possible 5 years. This contract allows the District to have access to auditing services. R7-2-1003.58 allows for renewals of multiterm solicitations.

Recommendations that the renewal of award for Leased Wide Area Network goes to:

Cable One

Presenter: Mr. Brian Moore, Chief Financial Officer

7. Consider approving the renewal of RFP 16-24-21 for Custodial Services to be awarded to SSC Services for Education, for the 2020-2021 school year, as presented.

RELEVANT INFORMATION:

The Governing Board is asked to renew the award for Outsourced Custodial Services. This will be year five of five possible years. This contract allows the District to have access to outsourced custodial services. R7-2-1003.587 allows for renewals of multiterm solicitations.

Recommendations that the renewal of the award for Custodial Services goes to:

SSC Services for Education.

Presenter: Mr. Brian Moore, Chief Financial Officer

8. Consider approving IFB: 18-32-23 for Off-Site Refueling for the 2020-2021 school year, as presented.

RELEVANT INFORMATION:

The Governing Board is asked to renew the award for Off-Site Refueling Stations. This will be year three of five possible years. This contract allows the District to have access to auditing services. R7-2-1003.58 allows for renewals of multiterm solicitations.

Recommendations that the renewal of the award for Off-Site Refueling Stations goes to:

Bennett Oil

Presenter: Brian Moore, Chief Financial Officer

9. Consider approving RFP 18-33-23 for Auditing Services to be awarded to Heinfeld, Meech & Company, PC., for the 2020-2021 school year, as presented.

RELEVANT INFORMATION:

The Governing Board is asked to approve the award for Audit Services. This will be year three of five possible years. This contract allows the District to have access to auditing services. R7-2-1003.58 allows for renewals of multiterm solicitations.

Recommendations that the renewal of the award for Auditing Services goes to:

Heinfeld & Meech

Presenter: Mr. Brian Moore, Chief Financial Officer

- B. PUBLIC HEARING** - If a member of the public wishes to speak regarding revisions to the 2020-2021 budget limits for the Maintenance and Operations and Capital Budgets, they must complete the attached form (BEDH-E) and return via email to sarah.torres@prescottschools.com at least 90 minutes prior to the scheduled meeting.

1. Consider recessing the regular meeting to hold a Public Hearing to discuss the revisions to the 2020-2021 budget limits for the Maintenance and Operations and Capital Budgets.
2. Consider adjourning the Public Hearing and reconvening to Regular Session.

C. STUDY AND VOTING SESSION

1. **Consider approving the revisions to the 2020-2021 budget limits for the Maintenance and Operations and Capital budgets, as presented.**

RELEVANT INFORMATION:

In accordance with A.R.S. 15-905, a district is allowed or is required to revise its budget limits by May 15th. Prescott Unified School District is revising our budget for Maintenance & Operations (M & O) and Capital Budgets for the 2020-2021 school year. Upon approval of the revised budget limits, the Arizona Department of Education will review and approve. Please see the attachment.

Presenter: Mr. Brian Moore, Chief Financial Officer

2. **Consider approving the new 301 Performance Pay Plan, as presented.**

RELEVANT INFORMATION:

Due to the COVID-19 school closures, PUSD teachers are not able to administer post tests to their students; thus they are not able to complete their 301 performance pay

student achievement goal. Arizona Association of School Business Officials recommends school districts revise their 2019/20 school year Performance Pay Plan so teachers are able to obtain 100% of their 301 performance pay monies. The proposed revised document was reviewed and voted on by teachers (as is required by law) and the document received an 100% approval rating from 158 out of 199 teachers. 41 teachers did not participate in the vote. The document now needs to be reviewed and approved by the Governing Board.

A letter for the Board Members has been attached that summarizes the changes, as well as a copy of the 301 Performance Pay Plan with the proposed revisions. Any wording highlighted in yellow is proposed to be added and any wording highlighted in red is proposed to be removed.

Presenter: Mr. Brian Moore, Chief Financial Officer

3. **Consider approving IFB #19-37-20 for Prescott Mile High Middle School Door, Hardware and Window Replacement Project, contingent upon SFB funding, as presented.**

RELEVANT INFORMATION:

Solicitation No. IFB #19-37-20 was issued on February 27, 2020 and 338 vendors were notified via AZPurchasing.org, which serves as the district's official vendor list. The District also published a Public Notice in The Daily Courier, which is the official newspaper of Yavapai County, on February 27th and again on March 5, 2020. All solicitation documents were available at www.AZPurchasing.org.

A non-mandatory pre-bid conference was held at the project site on March 17, 2020 with eight (8) people in attendance and four (4) contractors present. Four (4) amendments were issued to clarify the Scope of Work, change the receipt and opening location, as well as extend the deadline for bids, due to the COVID-19 school closure through the end of the year by Governor Ducey and Superintendent Hoffman. Sealed bids were due at the alternate location of Emc2 Group Architects office no later than 10:00 AM on April 16, 2020.

Four (4) bids were received in a timely manner on or before the deadline for receipt, along with sixty-two (62) no bids. Each bidder was verified to have current Arizona Registrar of Contractors (ROC) licenses, an active status with the Arizona Corporation Commission (ACC) and no exclusions or debarment recorded in the federal System for Awards Management (SAM) or the Arizona Department of Administration's State Procurement Office (ADOA-SPO). One (1) bidder was determined non-responsive due to a Scope of Work deviation taken in their bid.

Presenter: Mr. Brian Moore, Chief Financial Officer

4. **Consider approving a Memorandum of Understanding for the placement of three, 300-hour summer placement AmeriCorp Volunteers at Prescott Unified School District, as presented.**

RELEVANT INFORMATION:

This Memorandum of Understanding ("MOU" or "Memorandum") is made on May 1, 2020 to define the responsibilities of the Sponsor (Prescott College) and the Host Organization (Prescott Unified School District) with respect to the assignment of

AmeriCorps State members to perform services to strengthen and supplement efforts to eliminate poverty and poverty-related human, social and environmental problems as specified in the AmeriCorps Project Application and work plans.

Presenter: Ms. Mardi Read, Assistant Superintendent

D. INFORMATION AND DISCUSSION ITEMS

1. **Mr. Brian Moore has prepared the School Board Summary Budget Report for your review.**

Presenter: Mr. Brian Moore, Chief Financial Officer

2. Future Agenda Items

The public is invited to request future agenda items. The request must be in writing on the form provided and turned into the Board Secretary at the beginning of the meeting or prior to the agenda item. The form must provide a very specific agenda item to be considered by the board. The public member may state the agenda item to be considered, however, no description or conversation may take place at this time. The Board may not respond to questions or comments from the public, but may ask the superintendent to respond when appropriate. The Governing Board President or district office designee will contact the person making the request as of the status of the requested future agenda item.

3. **Meeting Dates:**

Regular Study and Voting Session: Tuesday, June 2, 2020 @ 5:00 pm in the PUSD District Office Boardroom.

9. ADJOURNMENT